

70-0064

MEMORANDUM FOR: Chief, [REDACTED]
SUBJECT : Security

25X1A6A

1. This letter is prompted by a recent serious security breach at an overseas station. One of our experienced officers checked out of a hotel and left his luggage and a brief case containing classified cables, dispatches, and other documents concerning a covert project in the custody of a hotel employee. When the officer returned two hours later, he found his luggage but the brief case was missing. Obviously, the classified papers should not have been in the brief case in the first place, but for the officer to allow the brief case out of his possession at all under the circumstances was an error in judgment which it is feared will have far-reaching effects as far as this particular project is concerned. Any time a member of the organization sets in motion a chain of events which may be reasonably calculated to result in a security breach, it reflects a serious lack of judgment on his part.
2. Although it is recognized that as professional intelligence officers you are thoroughly conversant with sound security practices, it is felt necessary to reiterate strongly the necessity for constant vigilance in the physical handling of classified material, particularly when it is moved outside of the normal office area.
3. Therefore, please review the security practices presently in force at your installation and have another thorough look at whether or not all personnel under your jurisdiction are following the regulations and sound procedures thoughtfully and conscientiously. Do not fail to go over all relevant precautions even though many may appear too elementary to warrant repetition.
4. During your review, specific attention should be called to the fact that automobiles are not safes, and the leaving of classified materials unattended in locked automobiles even for short periods of time is prohibited.

SA/DDS/RBS:epr (4 Jan 56)

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L. K. WHITE
Deputy Director
(Support)